

JEFFERSON COUNTY: Facility Maintenance Supervisor. This permanent, full-time position with Jefferson County requires an individual with the ability to operate and maintain major and ancillary facilities in all Jefferson County buildings to ensure facilities are safe and operational. Position requires a current low pressure boiler engineer license, or the ability to obtain one very soon after hire. Duties include ensuring plumbing, electrical, structural, and mechanical systems function properly and are maintained. Experience in county government, supervision of others, budgets and payroll a plus. Position will deal extensively with numerous vendors. Position will direct and oversee contracted services, order necessary supplies and equipment, and manages inventories. This position must pay great detail to the safety and cleanliness of all county buildings and will supervise other maintenance personnel and custodians in identifying and correcting safety hazards. Coordinates equipment and supplies which are shared among all county buildings. Evaluates cleaning and maintenance projects. Must deal with numerous state and local insurance inspectors and maintain licenses on all equipment. Must be able to climb ladders or scaffolding to do repairs, paint, clean and replace lights and blinds. Perform some cleaning projects in conjunction with the county custodian which include but are not limited to shampooing carpets, stripping and waxing floors, removing and washing blinds in all buildings and cleaning windows. Maintenance projects include sheet-rocking, taping, texturing, hanging doors, trim work, staining. Must have ability to build cabinetry and excellent wood-working skills. Maintains all county grounds including lawns, hedges, trees, flower gardens. Ensures trash pick-up as well as snow removal in conjunction with other maintenance employees. Must work with hazardous chemicals and cleaning compounds. Must be able to deal well with other departments and elected officials and work in adverse weather; must respond to occasional call-outs; must have current Montana drivers license and ability to climb ladders, work with chemicals and lift 50 - 75 pounds routinely and occasionally lift 100+ pounds. These skills may be obtained through education, experience, training or a combination of all three. Five plus years experience required. Individual will be subjected to a criminal background check. Starting hourly salary is \$23.22 to \$25.40 or more DOE/Q. Cover letter, resume and county application must be received by June 9, 2022 at 5pm. County applications are available on our web-site at www.jeffersoncounty-mt.gov, or from Kellie Doherty, HR, at (406) 225-4010. Incomplete application materials will not be processed. Jefferson County may use the following factors to determine whether an applicant meets the qualifications for this position: review of application materials, past work performance, reference checks and structured oral interview. Jefferson County is an equal opportunity employer.